



231 NE Fifth Street • McMinnville, Oregon 97128 • www.mcminnvilleoregon.gov

January 30, 2020

Cyndi Stocks
Security Signs, Inc
2424 SE Holgate Blvd
Portland, OR 97202

Re: Downtown Design Review (DDR 6-19) Approval

Dear Ms. Stocks:

This is to advise you that the McMinnville Planning Department has received and carefully studied your Downtown Design Review application (DDR 6-19) requesting approval to install new signage on a building and property within the Downtown Design Standards area. The subject property is located at 840 NE 3rd Street, and is more specifically described as Tax Lot 6802, Section 21BD, T. 4 S., R. 4 W., W.M.

Based on the material submitted, the Planning Department evaluation, and the review criteria in Section 17.59.040 of the McMinnville Municipal Code, I have **APPROVED** your Downtown Design Review application (DDR 6-19), **subject to conditions**.

Enclosed for your records is a copy of the signed land use Decision Document which includes the land use decision with Findings of Fact, Conclusionary Findings, and Conditions of Approval.

The Downtown Design Review (DDR 6-19) approval included conditions of approval, which are included in your land use Decision Document. We have also outlined those conditions of approval below. Please note that we are providing the conditions of approval within this letter as a courtesy. The official Decision Document with the Findings of Fact, Conclusionary Findings and Conditions of Approval is a separate document and is enclosed with this letter for the applicant and is also on file with the Planning Department.

Downtown Design Review (DDR 6-19) Conditions of Approval

1. That the sign materials be consistent with the materials described in detail on the sheets titled Page 2 and Page 4 of the sign plans submitted for Downtown Design Review.
2. That the colors used on the building, signage, and lighting fixtures be consistent with the colors described on the sheets titled Page 2 and Page 4 of the sign plans submitted for Downtown Design Review.

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This letter shall act as official notification of my decision. Pursuant to Section 17.72.170 of the McMinnville Municipal Code, a decision by the Planning Director may be appealed to the Planning Commission within fifteen (15) days of the date of this letter. If no appeal is filed with the Planning Department on or before February 14, 2020, the decision of the Planning Director will be final.

If you have any questions regarding this matter, please feel free to contact me at (503) 434-7311.

Sincerely,



Heather Richards, PCED
Planning Director

HR:sjs

c: 7 Eleven #38793, PO Box 711, Dallas, TX 75221

Attachments: *DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE PLANNING DIRECTOR FOR APPROVAL OF NEW SIGNAGE AT 840 NE THIRD STREET WITHIN THE DOWNTOWN DESIGN AREA (Docket DDR 6-19).*